

Board Minutes
Date: 04/06/25
Time Start: 5:00 P.M

*In attendance: Tricia, Chera, Jill, Kathryne, Missie, Charish,Holly,Jake

*Missing:Christie,Chandler,Eden,Caitlin

The State of the Theater*

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Board

All board positions are filled. Eden still needs a job.

Volunteer Report - Charish

Liaison Report - Jake

Raffle Report - Jill

Grants Report - Christie

Concessions Report - Chera

Tech Report - Caitlin

Program Report - Chandler

Historian Report - Holly

Benefits Report - Missi

Financials:

We have about \$5,000 available and May's rent is paid

For 2025, we still have to pay:

Addams Family camp royalties

Mary Poppins Jr

Willy Wonka Jr (one enrollment so we will wait until the very last minute to pay this one)

Mary Poppins

Incoming

Camp fees at about \$19,000

Education

We have two small classes for Lion, Witch and the Wardrobe and two classes for Beetlejuice.

The squad is helping with workshop to make sure it happens but we'll need to pay them for their time. We could have cancelled and refunded but then growth is next to impossible.

Programming

1. Still working on the 2026 season.
2. Alice sold very well for it's three shows. There was a problem with one of the production staff not living up to their responsibilities.
3. Big Fish isn't selling well
4. Hamlet, Anastasia and Heathers are coming along
5. Charlotte's Web has auditions soon
6. Hadestown SEE project is launched
7. Fall productions are in process

Facility

It needs repair as outlined in emails.

Grants-Christie

We are keeping track of data for the Community Foundation and will submit a mid- grant report in June as required.

We received a \$1,000 grant from the Reinhold Foundation for workshop and camp scholarships.

Christie and Holly met to discuss grants and Holly has applied and /or is in process for several options with local businesses.

Concessions-Chera

I appreciate everyone texting me when we are low on items. Please continue to do so:
904-707-6801.

Volunteers-Charish

Annie Workshop volunteer spots filled at about 50%.

Alice in Wonderland volunteer spots filled 100%.

Jake and Holly partnered for another successful Broadway Karaoke.

Meeting to revamp volunteer program still intended for the near future.

Tech-Caitlin

On boarded as new board member

Took inventory of tech equipment

Scheduled electrician review of Gobo lights and House lights

Donated 30 mic belts to the theater

Maintenanced mic channels 1-24

Raffle-Jill Amburgy

We had daily prizes for Big Fish but did not have enough to make a basket. Instead, we offered a season ticket. The Anastasia list will be sent to the team this week. I am going to really push raffle with the next shows moving forward. The board discussed having the 50/50 be sold separately for \$5 and pulled each night for big crowds- would like to try this for Anastasia.

Programs-

Programs are going well. There's a bit of a delay in general for people to submit bios and headshots! I've had to chase people even after several reminders. Have had lots of support on getting a hold of those people though, it just took some time, which therefore creates the chance of the playbill not getting done in time. It has not come to that though, thankfully. Other than that, program is going great!

Benefits -Missi

We try to raise a minimum of \$1700 every month. Each board member must participate/host an event/fundraiser. If your event was cancelled, please help with another.

Outreach/community events: We hosted a booth at Thrasher-Horne event on April 19. We gained a lot of interest in camps and upcoming productions.

January - Island Awards - \$980; Karaoke: \$180

February - Night on Broadway/Princess Concert - \$1835 (plus \$158 concessions)

March Six/Annie workshops/Spring Break Camp (Eden/Tricia)

March 28 Broadway Karaoke \$213

UPCOMING:

April 25 Night on Broadway (FIHS hosting)

April 26 UNF Romeo and Juliet (Jill/Ashlynn)

May Beetlejuice/LWAWT Workshop (Tricia)

May 2 Broadway Karaoke

June

July Princess Lessons (Chandler and Holly) - Get date approved

August 1 Broadway Karaoke

September 5 Broadway Karaoke

September 6 Night of Dreams (Charish)

October Villains Revue (Missi) *still need date follow up.

November Duets Night (Chandler) (likely Nov 6/7)

December Best Christmas Pageant Ever (Kathryne); Christie Donation

Liaison Report- Jake

Summary: No incidents were reported that required inquiry or resolution.

Current Shows: *Big Fish*, *Hamlet*, *Anastasia*, *Heathers*

Incident Reports: *Big Fish* (1)

Inquiry/Investigatory Outcomes:

1. Report on incident from *Big Fish* was sent to board. Recommendation to defer any action and keep identities confidential absent board vote.

Historian Report-Holly

Slide shows are being set for every show if pictures are provided. I can come take pictures if none have been done during rehearsals, but the director or stage manager needs to reach out.

Note needs to be made so lobby board member for the show needs to turn on slide show during show opening prep

New Business

- Tricia went over this section
 - **Cleanliness**
 - The lobby is somewhat of a mess. the bathrooms have been not kept up during the week.. Stage Managers - please assign cast members to help you with cleaning up.
 - Big Fish sales have been slow

*Alice Compensation:

- Alice made profit and with out new compensation policy the board needed to make a decision about if certain people would get this compensation due to failure to follow through with their job
- Holly made the motion to have this compensation removed for the person who didn't follow through
- Chera Second this motion
- All the board was in favor

*Policy for Production staff being in shows

- Tricia brought up the difficulties with having production staff in the show they are helping produce
- We currently have the rule that this shouldn't happen but have made exception that has turned into problems
- The board agreed to move back to this policy and moving forward no production staff can be in the show they're producing

*50/50 change

- Jill lead conversation about a new 50/50 process. Instead of patrons being able to buy them with raffle tickets there will be a separate ticket for 50/50 and you will buy that ticket for \$5 each
- We're green lighting this for Anastasia to see how it will work out.

Meeting adjourned at 6:45 PM